

**Board of Selectmen
TOWN OF CHESTERFIELD, NH
SELECTMEN'S MEETING**

March 9, 2022
6:00 PM at Town Offices and Via Zoom

Note: This meeting may be recorded

CALL TO ORDER

Gary Winn called the meeting to order at 6:00 P.M. In attendance were, Fran Shippee, Kelli Hanzalik, Alissa Thompson (via Zoom), and Tricia Lachenal (via Zoom)

SUGGESTION BOX

The suggestion box was empty.

CORRESPONDENCE

Letter from Robert Goderre

The board reviewed a letter from Goderre regarding property located at 1757 Route 9. Winn read the letter which notes that a site map will be submitted to the board. The letter notes that the current state of the property is being addressed. Winn noted that Goderre will need to go before the Planning Board.

PUBLIC COMMENT

Jeff Scott thanked everyone for Sunday night and voting yesterday. Winn noted that he also wanted to thank everyone that helped at the polls and with counting ballots. Winn noted that overall, 662 ballots were cast and it went well.

WEEKLY REVIEW

Code Tracker

Winn noted that the owner of 1637 Route 9 has decided to remove the carport or relocate it on the property. Thompson noted that the owner has asked if they can have until April to remove it. The board is okay with April but would like to make sure that Beauregard follows up to make sure it is removed. Thompson will speak with Beauregard.

It was noted that 1763 Route 9 will need to go before the Planning Board with a new site plan now that the zoning was changed at Town Meeting. It was noted that if the Planning Board does not receive an application, Beauregard will need to reach out to the owner. Winn noted that the property owner has been talking about preparing a new site plan for a while so the Planning Board should receive that soon. The Board of Selectmen will look before the next meeting to check on the progress with this property.

It was stated that the trailer has not been moved from 28 Stow Drive. Winn noted that last time he was in contact with the owner was the 16th of February and they were waiting for a wrecker. Winn will speak with Beauregard about this property.

Shippee noted that she would like to know the demolition rules and if the board needs to do anything additional to ensure safe demolition of properties. Shippee noted that there is nothing referenced in the building ordinances. Shippee will look into how to update Building Ordinances.

Building Permits

The board reviewed the building permit list. Hanzalik noted that some of the items appear like they should be closed. Hanzalik noted that the list needs some cleaning up.

FINANCIALS

Audit for 2020

Thompson noted that she spoke with the auditor yesterday and they are finishing up.

Profit & Loss YTD

Hanzalik noted that the CPA services is almost at budget. Thompson will send a message to the auditor to see how much they anticipate going forward as the board would like to change the amount from the floor during Town Meeting if it will be a significant amount over the proposed budget.

OLD BUSINESS

Unknown Owner & Chesterfield Property

Thompson noted that all of the property information was sent to Dave Marazoff. Marazoff sent back that everything looks good with the values that are on the properties. Winn noted he did not get to go out and look at the properties yet. Winn noted that he wanted to make sure that the board is looking at the difference between potential building lots and non-buildable lots.

TABLED UNTIL FUTURE DATE

Personnel Policy Review

IT CMP (WWCS working on this)

Annex Dishwasher

Community Power

Petition for Bradley Road to Summer Cottages (notice in April, Public Hearing mid-May, Road opens April 10)

Camp Spofford Agreement (Negotiations in progress)

Annex Door (\$3,039.96 left in Annex CRF)

Street Lighting (Waiting on recommendation from Chief Chickering)

GUESTS

6:30 PM Chief Chickering

Chief Duane Chickering noted he is present to speak about the potential contract with the Town of Winchester and also the streetlights in Chesterfield.

Chief Chickering noted that the Town Attorney added a bit of language which was forwarded to the Winchester Police Chief who indicated the Board of Selectmen in Winchester are okay with the addition. Chief Chickering noted that he has a copy the Board can sign tonight if they are happy with the update.

Fran Shippee moved to accept the agreement for police services between Chesterfield and Winchester dated March 9, 2022. The motion was seconded by Kelli Hanzalik and passed unanimously.

The board will sign the agreement tonight.

Chief Chickering noted that the street lighting list numbering is not exact, however he and Lester Fairbanks did their best to locate the lights and take notes. Chief Chickering stated that they noted if lights were working and if they believe they are necessary to keep. It was noted that there are lights that are not on the list and some that are on the list that they could not locate. It was noted that there is a pole down on Route 9 and 9A. Thompson noted that was taken down by a state plow truck and she spoke with Conner at Eversource about it who indicated that the State will not pay to put it back up. It was noted that the board is unsure if residents that have lights near their house have a preference if the light works or not. The board would like to give the opportunity for the residents to weigh in on the necessity of the lights near their homes. Shippee will include a write up in the April Happenings encouraging residents to reach out to the town offices if they have a preference. Hanzalik noted that it will save the town money if the lights that are not needed are removed from the town bill.

NEW BUSINESS

Application for Planning/Zoning Secretary

Winn noted that an application has been received for the Planning/Zoning Secretary position. The board would like Thompson and Lachenal to meet with the applicant and if they believe it is a good fit, the board will have an interview. Thompson will set up a time to meet with the applicant.

OTHER BUSINESS -

Thompson noted that the Town Attorney has suggested a new 91-a request form. The board looked over the new form.

Fran Shippee moved to approve the new right-to-know request form. The motion was seconded by Kelli Hanzalik and passed unanimously.

It was noted an updated date will be added to the form.

The board would like to know if someone can come in and take a picture of the information they are requesting instead of getting copies. Thompson will check with Ratigan.

Thompson noted that the Historical Society has signed the lease. Thompson stated they are looking for permission to have an electrician come in and put in outlets (at their expense).

Gary Winn moved to allow the Chesterfield Historical Society to install two (2) new outlets, provided the work is done by a licensed electrician. The motion was seconded by Fran Shippee and passed unanimously.

Thompson noted that the treasurer needs a motion to release the interest in the bond anticipation note with TD Bank.

Fran Shippee moved to authorize Ed Cheever to withdraw all remaining interest from the Bond Anticipation note with TD Bank and transfer all funds to the general fund. The motion was seconded by Kelli Hanzalik and passed unanimously.

Shippee noted there are shutters in the closet at the Town Hall and there are some on the building. Shippee asked if they could be disposed of or stored somewhere else. Shippee noted that the closet will be better used to store the election materials. There are also grates in the closet that can be thrown out. The wooden chairs will be placed at the swap shop for residents to take if they would like them. It was noted that when the people come to replace the windows, they should be asked if the shutters are worth saving or not. If they are not worth saving, they should be disposed of and if they are, they should be stored somewhere else. There was talk about having someone look at the curtain in the future as well. It was noted that it does not look complicated to fix, but it will likely take more than one person to fix it.

Winn noted that a message was received about an individual on White Birch Drive requesting a tax break due to living on a private road and bearing the cost of maintenance. Winn noted that the email alluded to a promise from the Town to take the road over. Winn noted that he looked through some records and deeds looking for when it became a road. It was stated that it appears that the road never met the necessary specifications to become a town road. It was noted that during the process of deciding if the road would be taken over, a town truck went off the road and had to be pulled out by two wreckers. Winn noted that he is unsure if properties on non-town-maintained roads receive a discount in their assessment already. Thompson noted she has sent an email to the assessor and has not heard back yet. Winn noted that after that answer, the town should give guidance on how to bring the road up to town specifications if they are

interested in the town taking the road over. The board would like some research done prior to addressing the email. It was noted that the deadline to file an abatement has passed.

Shippee noted that she spoke with VanCor who gave a name of someone who previously did work on the monument, however there is no name in the accounts payable files. Winn noted that he will also be checking with Chris Flagg who may have some suggestions on people that can do work on this type of thing.

PUBLIC COMMENT

Bob Maibusch noted that he would like to thank Kelli Hanzalik for her time, dedication and effort over the last year.

Jeff Scott noted that he would like to know if the person that gets hired for the Planning/Zoning secretary can do the first and third Mondays again as the current schedule overlaps other boards. Scott noted that he would also like to thank Hanzalik for her efforts over the last year noting that she has been thoughtful and inspiring.

Hanzalik thanked everyone noting she will miss everyone.

Winn noted that the Town Meeting will be held exclusively at the school. Winn stated there will be areas set up for masked and unmasked people.

Winn noted he would like to thank Barbara Girs and Kristin McKeon for their time and service to the town

Shippee noted that she received an email about the blue bag program. Shippee will look into the details of this more to see if it is something that Chesterfield wants to get involved in.

LEGAL-

ACCEPTANCE OF MINUTES

Kelli Hanzalik moved to accept the February 23, 2022, minutes, as amended. The motion was seconded by Fran Shippee and passed unanimously.

Fran Shippee moved to accept the February 23, 2022, nonpublic #1 minutes as amended. The motion was seconded by Kelli Hanzalik and passed unanimously.

Kelli Hanzalik moved to accept the February 23, 2022, nonpublic #2 minutes as presented. The motion was seconded by Fran Shippee and passed unanimously.

NON-PUBLIC

Gary Winn moved to go into non-public session #1 under 91-A:3, II (d) at 8:12 PM. The motion was seconded by Kelli Hanzalik and passed unanimously.

Kelli Hanzalik moved to come out of non-public session #1 at 8:26 PM. The motion was seconded by Fran Shippee and passed unanimously.

Gary Winn moved to go into non-public session #2 under 91-A:3, II (c) at 8:27 PM. The motion was seconded by Fran Shippee and passed unanimously.

Fran Shippee moved to come out of non-public session #2 at 9:40 PM. The motion was seconded by Kelli Hanzalik and passed unanimously.

Gary Winn moved to seal the non-public minutes #2. The motion was seconded by Fran Shippee and passed unanimously.

ADJOURN

Kelli Hanzalik moved to adjourn at 9:53 PM. The motion was seconded by Fran Shippee and passed unanimously.

The next meeting will be held March 23, 2022, at 6:00 pm in the Town Offices and via Zoom.

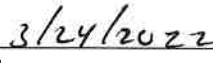
Respectfully submitted,

Tricia Lachenal
Administrative Assistant

Approved by:



Gary Winn, Chairman



Date



Fran Shippee



Date

Kelli Hanzalik

Date